

Approved

Town of New Boston Selectmen's Meeting November 5, 2018

<u>PRESENT:</u>	Joe Constance	Selectman
	Rodney Towne	Selectman
	Christine Quirk	Selectman
	Peter Flynn	Town Administrator

Library Trustee Chairman Bill Gould, David Litwinovich, Kaleb Jacob and Karen Scott were present for all or part of the meeting.

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by Joe Constance at 6:00PM beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda. Rodney moved to approve the consent agenda. Christine seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

Joe noted the Board always welcomes public comment and feedback. There are two opportunities for public comment, one at the beginning of the meeting and then another at the end. If there is any need for extended dialogue a request should be added to the agenda and supporting documentation should be sent to the Town Administrator beforehand.

No comments from Public Forum #1

C. APPOINTMENTS:

Item 1: Bill Gould-Discussion and Update Re: Whipple Free Library Solar Project:

Library Trustee Chairman Bill Gould was present to meet with the Selectmen to update them on the Whipple Free Library solar project saying a lot has happened since the voters approved the easement at the library in March. The contractor Revision Energy changed classification of its company with outside investors. The outside investors wanted a greater return on their investment than the previous investors. The Whipple Free Library project became too small for the investors. Revision Energy gave a new higher proposal the Trustees did not consider fiscally responsible. Other companies were considered and Granite State Solar was selected. They submitted a proposal charging \$300 per month/\$3,600 per year with a required equipment buyback in six years of \$25,000 and a 25 year manufacturer's warranty. After six years the town would have no responsibility to pay for power for the library. The Library currently spends approximately \$4,500 per year on electricity. An area has been staked for the equipment. Town Attorney Bart Mayer reviewed the contract and his approval is expected. The equipment is expected to be installed next year. The Selectmen had concerns about solar technology in six years that the equipment will be outdated. The equipment has a 45 year expected lifespan.

D. OLD BUSINESS:

Item 2: Approval of Public and Non-Public Minutes of October 15, 2018: The Selectmen reviewed the Public minutes of October 15, 2018. Approval was delayed pending receipt of the complete minutes. (Missing page 8) The Selectmen reviewed the Non-Public minutes of October 15, 2018. Rodney moved the Non-Public minutes of October 15, 2018 be accepted as presented and sealed for the usual amount of time. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 3: Adoption of 2019 Selectmen's Meeting Schedule: The Selectmen reviewed and approved the proposed 2019 Selectmen's Meeting Schedule.

Item 4: Adoption of 2019 Holiday Schedule for Selectmen's Meetings: The Selectmen reviewed and approved the proposed 2019 Holiday Schedule.

Item 5: Revision Request for Employee Handbook-Re: Employee Life Insurance: Peter reported this employee benefit has not changed for many years. He surveyed surrounding towns and learned they offer more. The cost of increasing this benefit for every New Boston department is slightly over \$3,000. Peter proposed increasing this benefit in the 2019 budget to support and retain employees. Rodney moved that the change in life insurance from \$15,000 to an amount equal to 1X (One Times) the full time employee salary be included in the 2019 benefit package effective January 1, 2019. Christine seconded the motion. All were in favor. 3-0

Item 6: Fire Department Change of Title request For CIP Table and Change of Purpose for CRF's: Peter reported this came up at the CIP Committee meetings when the Fire Department requested "and Equipment" be added to the "Fire Department Vehicles" line. The CIP Committee agreed for certain pieces of equipment. Rodney noted equipment has a limited life cycle and costs have increased significantly causing the need for this change on the CIP Schedule. Rodney moved to change the line on the CIP Schedule from "Fire Department Vehicles" to "Fire Department Vehicles and Equipment". Christine seconded the motion. All were in favor. 3-0

Item 7: Transfer Station Change of Purpose for Expendable Trust: Peter reported there was a Warrant Article in 2010 to set up a trust for machinery and equipment that Transfer Station Manager Gerry Cornett used for emergency purposes. This year a plumbing issue came up and the bathroom was renovated with this fund. It was then discovered it was not the proper funding as the fund did not say facility improvement. Peter proposed adding "emergency repairs at the facility" to the language. A Warrant Article is required to make this change. Rodney moved to allow wording of "emergency repairs at the facility" to the wording of the expendable trust. Joe seconded the motion. All were in favor. 3-0

F. OTHER BUSINESS:

Item 8: Town Administrators Report:

- Budget Status and Update: The process has begun and going well. Fire Department met with the Committee and was well received. The proposed fire station and equipment were discussed. One category may change name from Apparatus to Apparatus and Equipment due to increasing costs causing equipment to qualify for the CIP Schedule. Another category may change name but a Warrant Article may be needed to make the change.
- Public Web Page Information Update: Information is getting out weekly with help from Joe and weekly meetings to discuss topics.
- Record Retention: The Committee will meet again soon.
- Computer Maintenance (Server): The estimate has been included in the 2019 budget.
- Transfer Station Contracts: The contracts discussed at the recent Selectmen's meeting are signed and returned to vendors.
- Final 2018 Tax Bills Have Been Mailed: These are decreased slightly due to the School District unassigned fund balance of \$1,200,422.64 that was applied to the tax rate.
- Streaming Update (To Be Placed In 2019 Budget): The estimate has been included in the 2019 budget.
- Estimate for Recreation Commission Bus Shelter: A vendor will meet with Recreation Director Mike Sindoni to review this possibility.
- Veterans Monument on The Common: Pending more information.

Item 9: Selectmen's Reports:

- A note from the Board regarding the tax rate is attached to the information packet, published on the town website and the official town Facebook page.
- Rodney reported the Planning Board did the following at its recent meeting:
 - Considered an application for a dog kennel on Joe English Road and scheduled a sitewalk. This will be discussed again at the next meeting.
 - Possible zoning ordinance changes and building code amendments.
 - Reviewed a request regarding return of bond at Twin Bridge Land Management. The Board decided to return some of it and retain some until spring when improvements can be confirmed.
- Joe reported the Forestry Committee will meet with the School Board November 28 to plan Christmas Tree planting for first graders in 2019. Year one went well. A work day occurred a couple weeks ago.

G. PUBLIC FORUM:

Karen Scott of Dane Road asked if there is anything in the budget designated for videotaping of meetings that the town chose not to use. Kaleb Jacob of Fraser Drive asked if this is the Comcast royalties of \$28,000 that many towns use. Peter and the Selectmen noted they have never used that as a budget 'offsetting' item. The money goes to the general fund as revenue to compile the setting of the tax rate. Peter noted Comcast formerly provided equipment to towns for this purpose and many years ago they ceased paying for studio equipment. Many towns negotiated a quarterly revenue amount in their cable contracts of which New Boston is included.

Kaleb asked if only the Selectmen's meetings would be recorded or if other public meetings would be recorded. Peter recommended streaming for the Finance, C.I.P other special meetings under the direct jurisdiction of the Selectmen. He said that the decision for other boards and committees would be up to those committee chairmen and members.

Item 10: Possible Request for Non-Public per RSA 91-A:3, II(a)(b)(c): Personnel and Legal. None.

ADJOURNMENT: Christine made a motion to adjourn the meeting at 6:29 PM. Rodney seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on November 19, 2018 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-5504-www.newboston.gov
Handicap Access available**